

When office whiz leaves

Computer files tough to find

What happens when an office's resident computer expert leaves?

For some managers, it must be like seeing your pilot parachute out of the 747.

Barnie Jones, DMV Systems and Planning, describes a classic case.

A management analyst had designed relatively simple systems for that section and others at DMV headquarters. Then he left for graduate school.

"He was not a programmer, and he didn't take time to document what he did. He was stealing time from other projects when working on the computer," Jones said.

Data in one file was lost completely. Another file was found after extensive searching. Since the analyst designed systems for other units, Jones isn't sure all the problems have surfaced.

"It's like there are several time bombs out there, waiting to go off," he said.

The unit plans to fill another management analyst position with someone who has computer skills. "That's not easy, though, because a person with programming experience can get a higher salary as a programmer," he said.

Managers advised

Staff members in ODOT's Information Center are concerned about the potential for similar problems to occur in other offices.

"Mid-level managers need to prepare for these personnel changes," said Phil Isaacs, Information Center technical consultant. "It's a new concern for many of them."

Isaacs knows firsthand the panic that can strike an office when the computer expert leaves. He's usually one of the first people called for help.

Isaacs is still involved with resurrecting a system created several months ago for Employee Development and Safety to track training plans for every ODOT employee.

A Highway Division employee designed a program for the section and was in the process of testing and fine-tuning the system when he left ODOT for a position in another state agency.

Isaacs had only general knowledge of the program based on a few consultations during the developmental stage. He advised that the



section give responsibility for the program to the Information Systems Branch.

"Now after running the system we're still finding other program problems," said Bob Whipps, employee development manager.

Dave Brenneman, DMV business licensing, is the computer expert in his section. He plans to have a data entry operator trained to provide backup—"in case I get hit by a truck someday."

"At first I didn't worry about it. We had limited ideas on how to use the computer system and only had about six programs. Now we're running 30 or 35," he said.

Some managers are dealing with the problem in advance.

Jack Sullivan, Highway Division Materials Testing Lab, asked an employee with previous computer experience to construct a sample monitoring system on the mainframe.

During the process, he put the employee into another position and rewrote the job description to include the computer assignment. When the employee recently left the lab, Sullivan was able to recruit for a person with the necessary skills.

Team provides backup

The Highway Planning Section uses a resource team to provide backup if a person leaves unexpectedly, said Bob Royer, planning engineer.

Kent Parsons, Information Center supervisor, advises managers that whether they're relying on microcomputers or the mainframe, they need to consider:

- Cross-training of employees and program data backup in case of problems.
- Monitoring use of the device, just like the telephone. Is it being used productively?
- Updating and sending to Personnel the position description of a person working with computers. Then the job can be properly classified, and the employee will receive credit in the official record for that type of work experience.
- Security--What could happen if an unauthorized person obtained access?

"Managers are becoming more aware of their office's reliance on computers, but the awareness comes slowly," Isaacs said. "Often computer work is not very visible above staff level."

At least not until the resident computer expert bails out.



BEARING GIFTS--Sharon Melby, left, Highway, and Florence Neavoll, Central Services, admire division bears before delivering them to the Capitol Building. The bears will decorate the Christmas tree in the rotunda. For bear details, see related article page 6.

Sweet replaces Brix

Coos Bay banker A.W. Sweet has been named to the Oregon Transportation Commission.

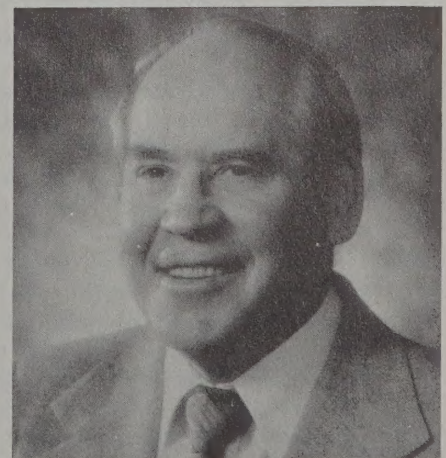
He replaces Peter Brix, who resigned to accept appointment to the board of directors of the Port of Portland.

Sweet, 66, a long-time member of the State Parks and Recreation Advisory Committee, will serve the remaining two-and-a-half years of Brix's term.

"We're sorry to see Peter Brix leave the commission," said ODOT Director Fred Miller.

But Miller expressed pleasure with Sweet's appointment. "We just couldn't ask for a better new member than Bill Sweet."

Sweet was born in Langlois and received his public school education in Bandon and Port Orford. He



also attended Oregon State University. He is in the ranching and timber business, in addition to his responsibilities as chairman of the board of Western Bank, which is headquartered in Coos Bay.

HIGHLIGHTS OF THIS ISSUE...

PAGE

3

Happy New Year may be mutually exclusive terms this year at DMV.

PAGE

4

ODOT administrators summarize their goals for 1986.

PAGE

5

Twenty employees are filling developmental assignments at ODOT.

PAGE

8

This month's Candid Comment question: Is eMAIL useful to your office?

A message from the director ...

Each year, the department's executive staff spends a few days at the Silver Falls Conference Center to reflect on our programs for the past year and to set forth objectives for the year to come. At our recent meeting, I presented a "State of the Department" address. I thought you would be interested in my observations.

This is the fourth time that I have had an opportunity to evaluate our progress from the director's chair. I have always been positive about how we are doing; however, I give our work in 1985 the best rating yet.



In the largest sense, we collectively have a very important mission for the state. We understand it, and we have a strong sense of service to the public. This has been appreciated and translated into public and legislative support.

I am especially happy with the appreciation others have of our programs and the solid working relationships we have with other state and local agencies. It is not by accident that we are frequently referred to as the most effective agency in state government.

From an internal perspective, I believe that we have made excellent progress in managing our programs. I sense a high level of morale throughout our department. People recognize that there are opportunities to move upward, to further their careers, and to grow professionally. Our "people programs" are certainly as strong as any in state government.

I am pleased with the number of "extras" that we have in the Department of Transportation. Coming to mind are such things as the Glenn Jackson Scholars program, our home purchase plan for managers, the developmental assignment program, our core training effort, and our recognition programs. I find this a nice place to work, and I think that many of you do also.

Recognized as leader in technology

When I first became director, I set forth several areas that I wanted to see emphasized. These include performance evaluations, training programs, affirmative action, applying technology, and making sure that managers are visible in the field.

I believe that we are addressing these areas, as an organization, better than any time in the past. We have been singled out for our progress in affirmative action and training, and we are recognized as leaders in the application of technology.

While our programs are going well, we do need to focus on some specific objectives for next year. Each division administrator has done that. For the department overall, I would like for us to make sure that we make good progress on our Personnel Classification Study. That will be important to us in lots of ways.

In addition, we are beginning preparation for the 1987 legislative session. We need another strong legislative program. Included within that will be recommendations for long-term financing for highways and public transit. I would also like to see if we could develop a positive highway safety program.

Generally, we will do well if we build on the strengths that we have developed. The things that make our organization work have to do with serving the public, continually working on communicating, both within the department and with the citizens of Oregon, and making this a place where people want to work.

Fred Miller

Bond gets Parks award

Peter D. Bond, ocean shores coordinator, is the Parks Division's 1985 Samuel H. Boardman Award winner.

The honor is presented each year to the Salem Parks office employee whose actions or concepts result in outstanding service or promote public appreciation of parks.

Bond was recognized for his work on the beach safety campaign, coordination of beach cleanup efforts and for co-chairing the division's United Way campaign.

Other nominees for this year's award included Maureen Kurtz, civil rights coordinator; John E. Lilly, assistant administrator; Jim Payne, rivers program assistant manager; Arnie Slack, field survey crew



supervisor; and John Elliott, information officer and legislative liaison.

Planning to retire this year?

ODOT's Public Affairs Office wants to know who's planning to retire at the end of the year.

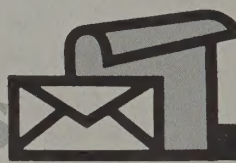
"We want to produce a special publication in the form of a year-book featuring 1985 retirees," said Ann Snyder, public affairs specialist.

Official notice often doesn't reach ODOT headquarters until

later this month, particularly from remote locations, she said.

She asked people who will retire to call her at 378-6546 or to send a note to her at room 140, Transportation Building, Salem 97310.

Letters



Highway employee helped

Larry Rulien
State Highway Engineer

My wife and I were on our way to the coast in late October, towing a travel trailer, when the universal joint on our pickup broke on the Willamina-Salem Highway.

Several vehicles stopped to offer assistance, the second a Highway Division pickup driven by Roger Oakes. He transported me to the nearest phone and then returned me to my vehicle.

His willingness to provide assistance and to stay with us until he was sure we were OK makes me proud to be a part of this great organization.

Having worked for the division for the past 36 years and having been on the giving end of service to the motoring public on several occasions, it was nice to be on the receiving end of this fine tradition.

Dick Bladorn
Traffic Engineering Section
Salem

EDITOR'S NOTE: Roger Oakes, Salem, is a highway engineer.

Film company pleased

Director Fred Miller

I am the location manager for the motion picture "Short Circuit," which recently completed four weeks of filming in Oregon.

This letter is to express our sincere gratitude for the invaluable assistance we received from the Department of Transportation in the Astoria and Portland areas.

Probably the most difficult part of our work was in Astoria. We worked for two months on the

planning and execution of our filming.

In the Portland area, we were able to film on some very scenic highways, showing Oregon at its best with little inconvenience to the public.

We remain impressed with the spirit of cooperation displayed by many of your employees.

Mark Indig
Culver City, CA

EDITOR'S NOTE: Indig specifically thanked Highway Division employees Eldon Everton, Jerry Doney and Jerry Weinberger, all from Astoria; and Dan Bacon and Harry Woodward, Portland.



ODOT NEWS

Oregon Transportation Commission

Anthony Yturri
Peter J. Brix
N.B. Giustina
Robert F. Dwyer
Sam Naito

Director
Fred Miller

Assistant Director for
Intergovernmental and Public Affairs
George Bell

Managing Editor
Monte Turner

Published by:
The Oregon Department of Transportation

Office of Public Affairs
140 Transportation Building
Salem, Oregon 97310
Phone: 378-6546



DMV staff gears up to handle 100 bills

Happy New Year may be mutually exclusive terms this year at the Motor Vehicles Division.

All employees face changes to regulations and procedures created through passage of nearly 100 bills by the 1985 Legislature. Most of the bills take effect Jan. 1.

Headquarters staff started to prepare for many of the changes as soon as the legislation was drafted.

Due to the volume of legislation expected, Vehicle Services Manager Dorothy Hoover appointed Judy Clyburn, technical support, to coordinate the branch's activity.

Clyburn assigned at least one major bill to each supervisor in the branch. The supervisor analyzed how the legislation would affect the division.

The branch also hired two temporary analysts to devise systems for complicated issues such as changes to the trip permit process and creation of penalties for odometer tampering.

"When we suspected that a bill with significant impact would pass, we appointed an implementation manager—one of the supervisors or branch employees," Clyburn said. No less than 43 bills required implementation plans.

The plans had to outline procedures to be followed, forms to be created or revised and public notice required, she said.

The implementation manager also determined if administrative rules would be revised, how computer programs would be affected,

Potter to head up group planning Scholars drive

As the two Glenn Jackson scholars prepare for first semester finals, several people at ODOT are starting to plan next year's fund drive for the scholarship.

Gary Potter, Highway Program Section, has been appointed to

Reduce tax bite

It's not only the season for giving, but the time of year when tax experts advise their clients to accelerate tax deductions before Jan. 1, said Gary Potter, Jackson Scholars chair.

Contributions to the Glenn Jackson Scholars are tax deductible, he said, and anyone wishing to make a final donation may send it to him in the Program Section.

"Several changes to the tax laws are being discussed. Tax deductible contributions may not be as advantageous in future years," he added.

chair the departmental campaign set for February and March 1986.

Division coordinators for next year's drive met in late November to discuss several issues, Potter said. The group will make recommendations to the Jackson Scholars Committee composed of several prominent Oregonians.

Emphasis will be placed on efforts to obtain donations to the fund from charitable trusts in 1986, since no funding has been obtained from that source yet, Potter said.

But other categories greatly exceeded first-year goals. He reported that contributions and pledges have nearly reached \$100,000.

ODOT employees and retirees have given almost \$37,000 while Transportation Commission members and friends of Glenn Jackson have donated \$55,000.

Memorials to Scott Coulter, former state highway engineer, exceed \$3,000.

Raffle boosts United Way

Campaign exceeds goals

A raffle and a network of people promoting the cause helped ODOT increase the number of participants and contributions to the 1985 United Way campaign.

"It was a super campaign," said Ed Marges, ODOT's loaned executive to the program.

He thanked division coordinators, who include: Central Services, Shirley Ziebart; Public Transit, Steve Fosdick; Highway, Rick Kuehn with assistance from Lynn Pasley and Larry Weaver; Parks, Al Cook; DMV, Carol Saunders and Mary Lou Robertson; and Aeronautics, Tom Robertson.

To thank the coordinators for their work, the department will host a luncheon later this month and a tour of a Tektronix plant in Portland to observe innovative management concepts.

The raffle was a good addition to the campaign, he said. "It added some sparkle."

Winners were: Parks raft trip, Terry Masewicz, Highway; Aeronautics airplane flight, John Bond, Highway; professional clown service, Leslie Harkema, Highway; lunch with an ODOT administrator: Loren Hawkins, Keats Oliver and Jim Huddleston, all Highway; and Dave Davis, DMV.

The winners of the raft trip and flight will join other scheduled trips at no extra expense to the state.

The Highway Division raised \$36,000 statewide—140 percent of last year's total.

Sections with noteworthy participation included: Administration and Research for highest percent contributing; Maintenance, Materials and Equipment & Services for greatest increase in participation; Equipment & Services and Research for highest amount compared to goal; Region 1 for highest dollar amount from the field; and Road Design for highest total amount.



CODE LOAD--Bill Jones, right, and Roosevelt Ceacy from DMV's warehouse, prepare to ship some of the 11,000 copies of the 1985-86 Oregon Vehicle Code. The publication is sent to law enforcement and governmental agencies to help them interpret motor vehicle laws and regulations.

what training should be provided, and what inventory items such as plates or stickers would be needed.

According to Tony DeLorenzo, driver services manager, the legislation required amendment or creation of 75 administrative rules, revision or development of 111 forms and changes or design of 105 computer programs.

He said staff members are working long hours to keep on schedule with implementation plans.

Vinita Howard's Public Affairs staff members have produced dozens of new or revised pamphlets and manuals given to cit-

izens to explain the new laws or help them prepare for exams.

The staff also is preparing radio, television and newspaper releases to notify Oregonians of the impending changes. The division will contract with an advertising agency to help produce material for publicizing the revisions, she said.

Relief is in sight for some DMV employees who've been swamped with extra duties to get ready for the new legislation.

The division early this month will ask the Legislative Emergency Board for nearly \$1 million to establish 22 new positions.

News briefs



Clean Oregon highways earn award

The Highway Division will receive first-place honors this month for its efforts to keep Oregon highways litter-free.

The award will be given Dec. 6 in Washington, D.C., by Keep America Beautiful Inc. (KAB) and the Federal Highway Administration. KAB is a nonprofit public service organization that promotes keeping the nation's highways clean.

The division's entry took second place last year, but first place in 1982 and 1983. The state has entered nearly every year since 1973 and usually placed first or second.

Lucas replaces Stiles at Parks

The dean of Parks Division regional supervisors will be succeeded when he retires Jan. 1 by the newest member of that fraternity.

Frank Stiles, Portland, will be replaced by direct appointment of Kenneth Lucas, supervisor of south coast parks for the past two years. Lucas's position will be filled in an open competitive process, said Larry Jacobson, deputy administrator.

Lucas has been with Parks just over 30 years—nearly 29 in managerial positions. He worked for Stiles, "the best trainer I've ever had," in Region 1 for seven years.

Lucas and his wife, Norma, are the parents of 19 children, 17 of them adopted.

Stiles retires after 33 years with the division. He has been a supervisor since 1962.

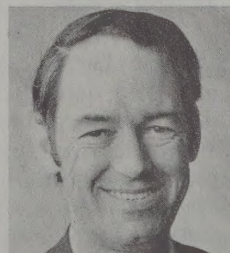
Group promotes vehicle safety

The Highway Division has been instrumental in forming and coordinating a Commercial Vehicle Safety Council.

The idea was formed this spring in discussions between former State Highway Engineer Scott Coulter and Public Utility Commissioner Gene Maudlin.

Max Klotz, manager of the Permits and Weighmasters Unit, chairs the council. Members include representatives from the motor carrier industry and six state agencies.

"Safety is our prime concern," Klotz said. The first half-dozen meetings have focused on ways to coordinate efforts and eliminate duplication.



ODOT execs list 1986 goals



Highway Division

By Larry Rulien
State Highway Engineer

The following is a brief summary of Highway Division goals for next year:

- Continue to successfully carry out our heavy workload, particularly project development and highway construction activities.
- Initiate the 3E program to recognize efficiency, economy and excellence within the division.
- Since members of the public frequently measure us by their own traveling experiences, we need to do better at "giving them a good trip." We will emphasize the quality of their experiences by providing better staging, timing, signing, etc.
- Complete the classification system and insure that it is the best possible for getting our work done and giving opportunity and equity to our employees.
- Emphasize improved communications throughout, and increase the level of effective participation when appropriate.

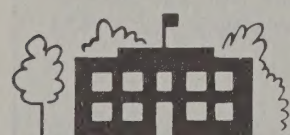


Motor Vehicles Division

By David Moomaw
DMV Administrator

DMV goals for 1986 include:

- Implement legislation from the 1985 session.
- Carry out an annual systems improvement plan. Several significant and complex systems are slated for improvement. This is the main way the division's one percent per year productivity improvement goal is achieved.
- Improve the classification system: Emphasis will be placed upon strengthening the motor vehicle representative series and improving flexibility for career-path related moves between field operations and headquarters.
- Improve working relationships with senior citizen organizations in recognition of the increasing senior citizen population and their involvement in our current programs.



Central Services Division

By Bob Bothman
Deputy Director

Two principal goals exist for the Central Services Division:

- Reinforce a strong Central Services Division team.
 - Build a strong communications network to support the other divisions.
- Three specific projects to be accomplished by Central Services:
- Implement the financial management system (STARS).
 - Complete the department's Classification Study.
 - Develop a 1987 legislative package.



Personnel Services Branch

By Karen Roach
Asst. Director for Personnel

The following itemizes the most important objectives for the Personnel Services Branch:

- Complete ODOT's Classification Study and obtain acceptance of our study from the Executive Department. Participate with the Executive Department in evaluating ODOT classifications. Once a payline is proposed, identify market differentials and negotiate their acceptance by the Executive Department.
- Produce an ODOT personnel manual and distribute it to all supervisors. Conduct training in its use. The manual will include ODOT policies, procedures and guidelines for the personnel management duties and responsibilities of ODOT supervisors.
- Develop a new employee orientation package and supervisor's guide.
- Deliver a well-executed manager/supervisor training program. Increase the number of trainers by certifying ODOT employees as trainers.

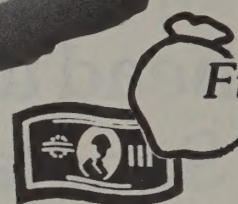
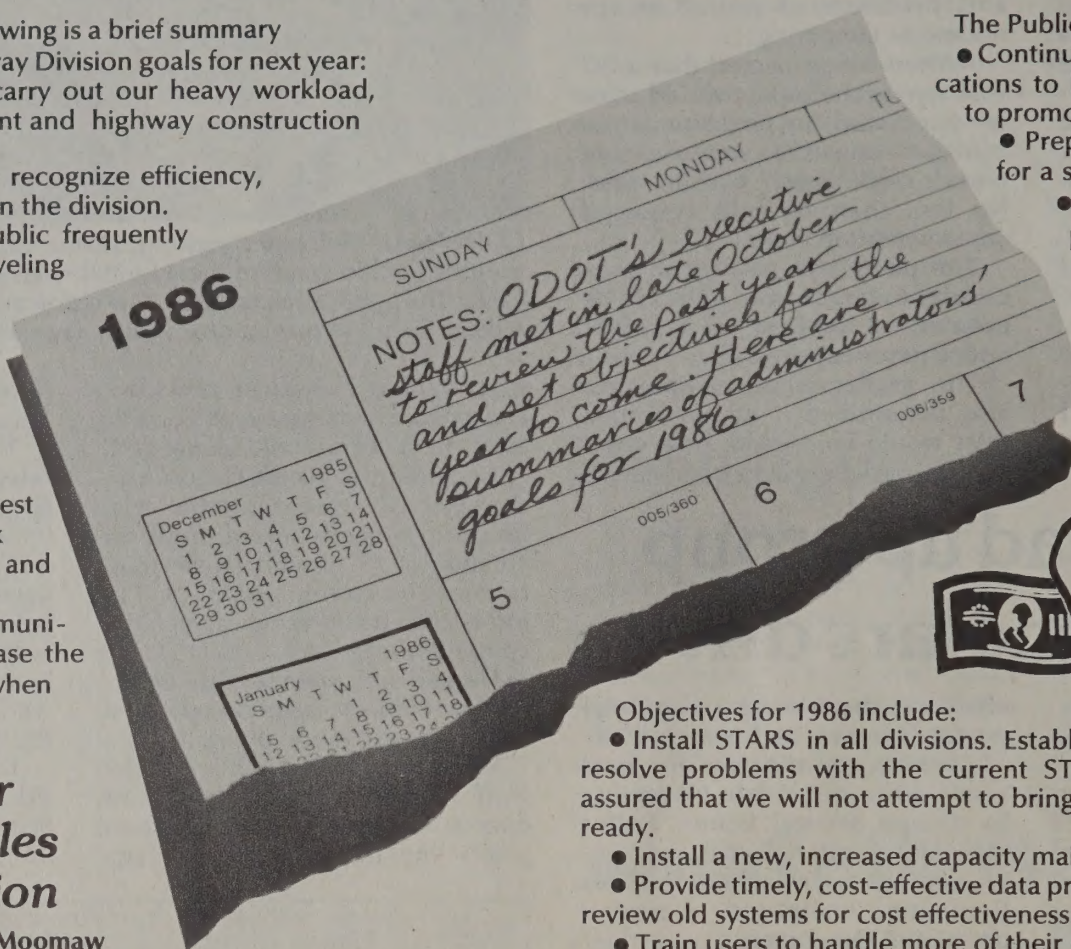


Public Affairs Branch

By George Bell
Assistant Director
Intergovernmental & Public Affairs

The Public Affairs work plan for 1986:

- Continue emphasis on internal communications to keep all employees informed and to promote a sense of department.
- Prepare the department and divisions for a successful 1987 legislative session.
- Offer periodic speech/writing improvement classes for employees.
- Improve the quality of "ODOT Update" and expand the viewing audience in the department.
- Strengthen and broaden the Highway Division's public affairs program.



Finance Branch

By Joe Christian
Assistant Director,
Finance

Objectives for 1986 include:

- Install STARS in all divisions. Establish a steering committee to help resolve problems with the current STARS effort. Divisions should be assured that we will not attempt to bring them on the new system until it's ready.
- Install a new, increased capacity mainframe by January or February.
- Provide timely, cost-effective data processing systems to users; possibly review old systems for cost effectiveness.
- Train users to handle more of their requirements, freeing some of our development staff to meet other urgent needs.
- Implement a data base management system for the department.



Parks Division

By Dave Talbot
Parks Administrator

Following is a summary of Parks goals:

- Talk the governor into a good budget for Parks. Try to tie into tourism/economic development activities and lottery funds.
- Follow up on the governor's conference. A lot of work will fall out of that meeting into 1986 and perhaps beyond.
- Secure a good working classification system for Parks.
- Continue to push for citizen involvement through development of cooperative associations, more volunteer programs, events in the parks.



Aeronautics Division

By Paul Burket
Aeronautics Administrator

Division objectives include:

- Our primary objective is to see the work of the financial task force completed. We trust that the result will be resolution of our funding problems that have developed over the last three years. Any proposals for changing the revenue structure must be presented to the 1987 Legislature.



Public Transit Division

By Dennis Moore
Public Transit Administrator

The coming year may be the busiest, most exciting and most challenging year for the Public Transit Division in its 16-year history. Our focus will include:

- Special Transportation Fund: We will develop a distribution system for the \$4.8 million we expect to receive this biennium from the new cigarette tax. The money will be used to help local governments finance special transportation services for elderly and handicapped Oregonians.
- The second of our two new programs commits \$5 million from lottery revenues during the biennium to match federal funds. The money will be used for capital improvements and construction projects.
- Portland: The start of the light rail system will be the biggest single public transit event in years.

Record number seeks career growth

Twenty ODOT employees currently work in developmental assignments--more than ever before for the department.

"The program demonstrates the number of talented employees we have and the degree of cooperation and concern from our managers for developing them," said Vicki Nakashima, Civil Rights Section manager.

Developmental assignments underscore ODOT's reputation for employee development, which puts this department in a position of leadership in state government, she added.

Thirteen employees fill positions formed independently, and seven took slots created by a special program funded by the Legislature, according to Jim Pettyjohn, career development specialist.

More than 40 managers submitted proposals to be funded through the special program, Pettyjohn said, and 95 employees applied. Many would have had to move if selected, and all were willing to pay their own moving expenses, he noted.

Combines interests

"The focus of all developmental assignments is to make employees competitive for promotions, help them move into jobs in other career tracks, or to allow them to perform better in their present position," he said.

After three weeks in his developmental assignment as an engineering aide, Louis Bosso is certain that he wants to become an engineer.

He had already completed some math classes and plans to take more. He'd like to move into a permanent engineering aide position.

Equally enthusiastic about his new assignment is Ed Schoaps, who is assisting with the ODOT Radio News Service in Public Affairs. He said he even enjoys the pressures of deadlines and is convinced "public affairs and promotion is the career I'd like to pursue."

Two employees are using the opportunities to work in their major field of college study.



FIELD TRAINING--Julie Sturdivant practices survey techniques in one of her first days as an engineering aide. At right is Jay Brown, a student trainee from Portland State University; center, Scott Morrison, highway engineer.

Mison Hickey will use the college degree in economics she obtained a little more than a year ago. This is her second month as a research assistant in Highway's Economic Unit.

A developmental assignment as an engineering aide in Region 2 allows Julie Sturdivant to combine her education and other interests on the job. She has a degree in

geography, serves as a volunteer firefighter and likes outdoor work.

Ingrid Saltvold certainly values the developmental experience. She's in her second developmental assignment. After an eight-year career with weighmasters, she completed a one-year position as a project manager in the Environmental Section. Now she's back as an economist.

Pettyjohn likes changes

Career Development Specialist Jim Pettyjohn rates the developmental assignment program among top accomplishments during the first 18 months of his position.

"The program provides a point at which initiative and opportunity can meet," Pettyjohn said.

He is also proud of the workshops and conferences that have been offered to ODOT employees on topics such as nontraditional careers, preparing for interviews and setting job objectives.

During the coming year, he hopes to emphasize commu-

nication. "There's a lot of employees who have not taken the steps they can to open up options for themselves," he said.

He plans to develop a talent or skills bank. This would contain information, including a resume, about people in the organization interested in developing their careers.

He said he will be busy implementing suggestions from managers for the developmental assignment program.



Employees shift work assignments

Due to the number of people obtaining developmental assignments, VIA will begin listing the names of people filling such positions. They will be published at the bottom of the "Moving Up" list of promotions on page 6.

Following are the people currently working in independent developmental assignments:

John Allen, Parks planner; formerly park ranger.

Debby Corey, Highway engineering technician; formerly administrative assistant.

Pat Ferdig, DMV programmer trainee; formerly computer operator, Central Services.

Gretchen Harvey, Highway engineering technician; formerly administrative assistant.

Mison Hickey, Highway research assistant; formerly highway maintenance worker.

Allen Hurst, Highway engineering technician; formerly highway maintenance worker.

Beth Ketchum, Highway editor; formerly clerical specialist.

Scott Nagel, Public Transit rideshare program coordinator; formerly environmental specialist.

Debbie Pillsbury, Highway engineering technician; formerly clerical specialist.

Ingrid Saltvold, Highway economist; formerly weighmaster.

Ed Schoaps, Central Services public information specialist; formerly public recreation technician, Parks.

Jan Shearer, Highway engineering technician; formerly administrative assistant, Parks.

Sandra Sinor, DMV inspector; formerly clerical specialist.

Following are people filling the positions funded by the '85 Legislature:

Louis Bosso, Highway engineering aide; formerly highway maintenance worker.

Bill Brownlee, Highway engineering technician; formerly heavy equipment mechanic.

Molly Carey, Highway research specialist; formerly highway maintenance worker.

Shawn Goodway, park ranger; formerly seasonal park aide.

Mark Grinde, highway maintenance foreman; formerly highway maintenance worker.

Guy Johnson, Central Services personnel assistant; formerly highway engineer.

Julie Sturdivant, Highway engineering aide; formerly clerical specialist DMV.

New Materials Lab will triple work space for employees

When the Legislature approved funding for a new Highway Division Materials Testing Laboratory, Engineer of Materials Jack Sullivan was more than prepared to start construction.

He just dusted off detailed architectural plans drawn up in 1974 when funds were authorized for a new building, but later withdrawn.

"We'll only need some minor modification to bring the 1974 design up to code and to accommodate needs of different testing and our computer system," Sullivan said.

The 1974 plan called for a one-story, 40,000-square-foot building. That's quite an increase from the 14,000 square feet occupied by the lab staff in the current structure that was built in 1940 on the eastern outskirts of Salem.

"Current guidelines recommend 600 square feet of space per employee," Sullivan said. "Right now, we have about 230 square feet for each of our 60 employees."

Workers' desks crowd against each other, employees conduct tests in their offices, and several people's offices and lab space are at opposite corners of the building, Sullivan said.

Portions of the current building were not designed as testing space, Sullivan said, so electrical, plumbing and ventilation systems are inadequate in many areas. "We even drilled holes in the floor to improve ventilation in the petroleum lab," he said.

The new building will not only solve these problems, but will allow for future growth. Some walls within the facility will be movable, Sullivan said, and he expects the site, which is yet to be chosen, would have room for future expansion, Sullivan said.

"For testing purposes, this lab has been outmoded for 15 years," Sullivan said.

"The division now uses more materials, and there are more tests for each material," Sullivan said. Twenty-five thousand samples pass through the laboratory annually, he said.

Lab personnel use more testing equipment, and the lab's involvement in research has increased, he said.

Though Sullivan said he expects the work of the lab to hit a peak in the next couple of years, he doesn't foresee it diminishing after that.



THREE'S A CROWD--People, samples and equipment crowd into a room at the Materials Testing Lab. Working in the asphalt concrete testing section are, from left: Mike Gillett, Alvin Aydelott and Ray Peerenboom.

Holiday events at ODOT: Sign shop staff cheers family

The crew at the Highway Division's Sign Shop is already in the Christmas spirit.

They've started collecting food and gifts for a needy Salem family.

According to Superintendent Dale Van Laanen, this will be the fourth year the shop crew has made such a donation.

"Last year 11 people from the shop, plus the yard and dispatch crew, gave \$240 and food from their homes," Van Laanen said. The cash is used to purchase gifts and perishable food items.

Van Laanen credited Dan Messman, a welder, with first suggesting the idea. Another active participant has been Warren Johnson, a highway maintenance worker, who one year matched all the other crew members' cash contributions.

A name of a needy family is obtained from the Salvation Army.

"I'm really proud of the crew for this worthwhile project," Van Laanen said.



CHRISTMAS GIFT--Dale Van Laanen, left, and Dan Messman begin packaging food that the Salem Sign Shop will give to a needy family.

ODOT bears gifts to Capitol

The holiday season may have barely begun, but at ODOT last month, each division dressed a bear to decorate a large tree in the rotunda of the Capitol Building.

The bears were dressed to represent the division, and most were named accordingly, too.

ODOT's unbearably clever contributions included:

- Dottie from Central Services.
- Bear E. Cade from Highway. (Rumor has it that State Highway Engineer Larry Rulien bears full responsibility for that name.)
- Charles Lindbeargh, Aeronautics.
- Hairy D. Bear, DMV.

- Fare Bear, Public Transit.
 - Ted E. Bear, Parks.
- Other holiday events scheduled for ODOT employees are:
- Toys and Joy for Needy Kids; deadline is Dec. 18.
 - Deadline for handmade Christmas tree ornament contest Dec. 11.
 - Annual tree trim with Gov. Atiyeh in the Transportation Building Lobby; music by TransTooters and ODOT Carol-Aires, Dec. 13 at noon.
 - Annual retirees' reception honoring 1985 retirees and former retirees, Dec. 13, 2-4 p.m.
 - ODOT Family Day--families invited to visit--Dec. 23.

Driver says seat belt saved life

One ODOT employee didn't need last month's "All American Buckle Up" Week to motivate him to use his seat belt regularly.

A few days before the campaign, Denny Swift, highway maintenance supervisor at Lake-Of-The-Woods avoided serious injury because he was wearing a seat belt.

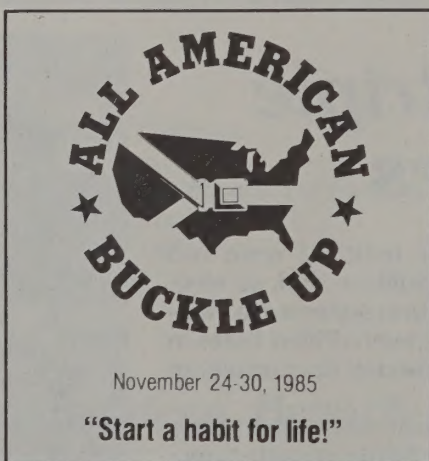
"I was plowing snow at about 35 miles per hour when I saw a loaded 18-wheel flatbed truck lose control and head for me at a good speed," he said.

"The first thing I thought of was 'Yes, I've got my seat belt buckled.'" He veered to strike the bed of the truck rather than the cab. The snowplow slammed to a stop in a ditch.

"We had a similar accident in the early 70s and the snowplow operator wasn't wearing a seat belt," Swift said. "He died."

ODOT Safety Manager Dave White coordinated a campaign during the week of Nov. 24-30 to remind employees of the benefits of seat belts.

The campaign included distribution of information, posters and "Buckle Up for Safety" decals.



Highway gives driving awards

The Highway Division has announced the annual region safe driving awards for section maintenance crews.

Crews receive points for having no preventable accidents, for mileage driven and other factors. This year's winners include:

--Rural, east category: Spray maintenance crew, Herman Munjar, supervisor.

--Rural, west category: Grants Pass maintenance crew, Jim King.

Moving up Moving up Moving up Moving up

Highway Division

Kathleen Ahlson, assistant right-of-way agent to right-of-way agent, Portland.

Robert Branch, engineering technician (ET) 1 to ET 2, Medford.

Louis Brueggman, highway maintenance worker (HMW) 2 to HMW 3, Portland.

Chester Carnahan, HMW 1 to HMW 2, Sisters.

Ronald Crom, ET 3 to ET 4, Salem.

Robert Ebeling, HMW 2 to HMW 3, Portland.

Dale Eichelberger, engineering aide (EA) to ET 1, Salem.

Lorraine Ellis, program coordinator 1 to program coordinator 2, Salem.

Russell Frost, EA to ET 1, Salem.

Antonio Gonzales, HMW 1 to HMW 2, Waldport.

William Graham, HMW 2 to HMW 3, Baker.

Ronald Hansen, HMW 3 to HMW 4, Portland.

Thomas Hernandez, ET 3 to ET 4, Salem.

Kathleen Howell, ET 1 to program coordinator, Milwaukie.

Thomas Karaba, HMW 2 to HMW 3, Milwaukie.

Dean A. Kutsch, HMW 2 to HMW 3, Portland.

Jerry Leavitt, highway maintenance foreman (HMF) 1 to highway maintenance supervisor C, Canyonville.

Ray LeFrancois, EA to ET 1, Portland.

Norman Mann, supervising highway engineer (SHE) C to SHE D, Salem.

Dale Moffitt, HMW 3 to HMW 4, Salem.

Debbie Petree, HMW 1 to HMW 2, Florence.

Mary Priest, clerical assistant to secretary, Salem.

Jean Randolph, EA to ET 1, Milwaukie.

William Reynolds, HMW 2 to HMW 3, Central Point.

James Suttan, HMW 1 to HMW 2, Eugene.

Clarence Tolbert, HMW 2 to HMW 3, Portland.

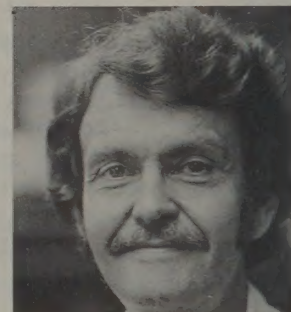
Eugene Wilkinson, HMW 3 to HMF 1, Portland.



Kathleen Howell
Program Coordinator



Eugene Wilkinson
HMF 1



Ken Adams
MVR 2

Motor Vehicles Division

Ken Adams, motor vehicle representative (MVR) 1, East Portland, to MVR 2, Gladstone.

Kathleen Groome, clerical assistant to clerical specialist, Salem.

Edith Kepley, MVR 1, Ashland, to MVR 2, Medford.

Sherrill Lawler, clerical assistant to clerical specialist, Salem.

Elizabeth Nelson, clerical assistant to data entry operator, Salem.

Chloe Ousterhout, clerical assistant to clerical specialist, Salem.

Betty Phillips, clerical assistant to clerical specialist, Salem.

Michelle Remmy, secretary to management assistant A, Salem.

Parks Division

Dennis Bradley, park aide to park ranger 1, Wallowa Lake State Park.

Marilyn Borgelt, clerical assistant to clerical specialist, Region 1 Parks, Portland.

Kent Francis, park manager A to park manager B, Valley of the Rogue State Park.

Jo Galbreath, park aide to park ranger 1, Beverly Beach State Park.

Mark Knieriem, park ranger 1 to park ranger 2, Champoeg State Park.

Sandra Martell, clerical assistant to clerical specialist, Champoeg State Park.

Michael Merryman, conservation aide to park ranger 1, Hat Rock State Park.

Ronald Olson, park ranger 1 to park ranger 2, Valley of the Rogue State Park.

Nina Smith, park aide to park ranger 1, Champoeg State Park.

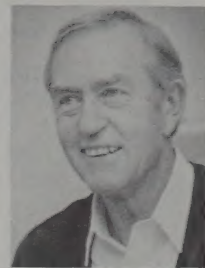
Suggestions

Edward Myers, Highway, engineering technician, Salem, received a certificate for a suggestion about aggregate storage identification.

Don Eppers, highway maintenance foreman, Bend, received a certificate for a suggestion regarding recycling asphalt concrete.

Kerwyn Tally, highway engineer, Coquille, received a certificate for an idea to improve field construction documentation.

On the job with Neil Boehmer



By Monte Turner
Managing Editor

Neil Boehmer is the kind of guy who could condemn your property--and still be a friend.

The Region 4 senior right-of-way agent approaches his work, family and community commitments with the same open, caring attitude.

"I wouldn't feel successful if I couldn't have coffee or talk on the street with people I've dealt with--even if I've testified against them in a trial," he says. "You hurt the whole department's image if you don't keep that kind of relationship."

The slender six-footer exudes friendliness and looks relaxed in a cardigan sweater that comfortably hugs his shoulders.

People say he reminds them of Dick Van Dyke--there's a strong similarity in some expressions and the sound of his rich voice.

Years of easy smiles have carved deep wrinkles on his face.

Neil has cultivated this friendly image.

When he started with Highway, he had little but his personal traits to rely on.

A high school dropout, Neil sought a Highway right-of-way position in Salem, but he was told he lacked experience. So he went to work for the county assessor's office for nine months, then passed a test to qualify as a state right-of-way agent.

'People buy people by who they are, not what they know.'

"I learned what you needed to know," he said. Nevertheless, he felt insecure. "I had no tools to sell. I had to hustle more than the other guys because of my lack of education."

But he learned that "people buy people by who they are, not what they know," he says.

He set a five-year goal "to go as far as I could in the organization." After three years in Salem, he grabbed at an opportunity in Bend.

"During the first six months here, I wondered why I ever made the move," he laughs, winking. It was hard to find a place for his young family to live, and his wife, Mary, had no friends. "But now, you couldn't hire me out of here for anything."

It's obvious he feels at home in the office as he jokes with the secretary and banters with co-workers over coffee. "We're like a family, and we have our priorities right," he says.

He's happily settled into a routine that still takes him on the road for several days at a time. For different six-month periods, he commuted to Portland and Gold Beach jobs. Now he's working in the Eugene area.

"It's unhandy at times, but it's a chance for other experiences. I missed some things when the kids were at home, but I think they are stronger and more independent as a result of my absences," he says. He has two daughters and a son.

Over the years, personal commitments moved up on his scale of values.

"My mood changed. Instead of sacrificing for a higher position, I had other priorities--my church, family and community."

One event reinforced his change in attitude. Doctors discovered that his 12-year-old son had a rare brain tumor. "They knew of only a few cases where the patient lived beyond the age of 18."

"We worried. It affected the whole family," he says.

'You can choose to learn from an experience, or you can be destroyed by it.'

"It's one of the things you go through that you can use later," he says. "You can choose to learn from an experience, or you can be destroyed by it."

The son survived and is now a healthy 32-year-old.

Boehmer says the ordeal affected how he deals with property owners he contacts.

"I can understand how they feel when presented with a situation that will change their lives," he says.

He believes his job demands sensitivity. "You're tampering with a big investment--a person's home or property--when you approach them as a right-of-way agent," he says. "You get every reaction imaginable."

One man even threatened suicide. Boehmer counseled him and sympathized. "That person is still alive today," he says.

There's no doubt that the people contact is the most satisfying part of his work. "Otherwise, the last 30 years would have been awfully miserable," he says.

Off the job, Neil has devoted his time to serving his community. He spent three years on the finance committee of the Bend school board.

An active member of the Catholic Church for the last 10 years, he derives the greatest pleasure from work that reaches outside his church to other denominations and the community.

Although he plans to retire next year, he's not certain what he will do. But with his lifetime of work with people, it's not surprising to hear that "my goal will be to serve the public in some manner."

Neil is happy with the personal and professional decisions he's made over the years, and he's satisfied with the life he now leads.

"I don't know what it would take to get my blood pressure up," he says with a gentle chuckle.

He believes the Highway Division played a great part in his feeling of satisfaction.

"For the skills I had, I was well blessed with working for people who saw my shortcomings and strengths, and built my confidence."



CHECKING IN to his home away from home, Neil jokes that, in the winter, this is the point when he wonders why he's stayed in right-of-way work so long.

Retirees report

Bruce Crandall, Salem, ret. traffic engineer 1972.

Bruce spends his time on the golf course whenever possible, whether he's home or travelling.

During the winter months, he visits a son and daughter and their families in Carmel Valley and Seal Beach, CA.

His daughter works at the Crosby golf tournament, so he uses one of her complimentary tickets to watch the world's top golfers.

Until a few years ago, he traveled extensively along the Pacific coast from Alaska to Mexico. A friend, who was a professional skipper, sailed private yachts and enlisted Bruce as a deck hand.

"I'm just a senile old goat," he laughed. "That's what SOG stands for on my license plate. My grandkids gave it to me."

Darrell Vessey, Portland, ret. plant inspector 1985.

After 33 years with the department, Darrell reports that "retirement so far has been super."

At the end of May he traveled to Europe, spending most of his time in Norway, the land of his



ancestors. "I had lunch in the house where my mother was born," he said. He stayed two months.

In mid-September, he and his wife, Marilyn, went to Hawaii for two weeks where they fished, and Darrell took a helicopter tour.

Darrell keeps busy at home with carpentry projects and yard work.

Lloyd Lansing, Salem, ret. park ranger 2 1978.

Lloyd is probably among only a few people who have worked for three divisions of ODOT.

Before beginning full-time employment with the Highway Division in 1948 at the Salem automotive shop, he was a seasonal

worker for Motor Vehicles. In 1953 he transferred to Parks.

Last year, he and his wife, Frances, traveled to one of the most interesting assignments of his parks career--Susan Creek park near Roseburg. It had changed considerably since he developed the park in the later 50s.

"The Parks Division later transferred it to the federal government, and it's just a primitive camp, now. It looks about like it did before I developed it," he said.

The couple have also visited several other coastal parks, with some of their favorite spots for collecting rocks and driftwood near Yachats and Honeyman State Park.

CANDID COMMENTS

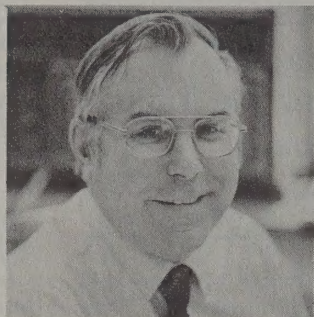
Is eMAIL useful to your office?

**Leann Linson, HWY
Highway Maintenance
Worker 1
Portland**



Leann Linson

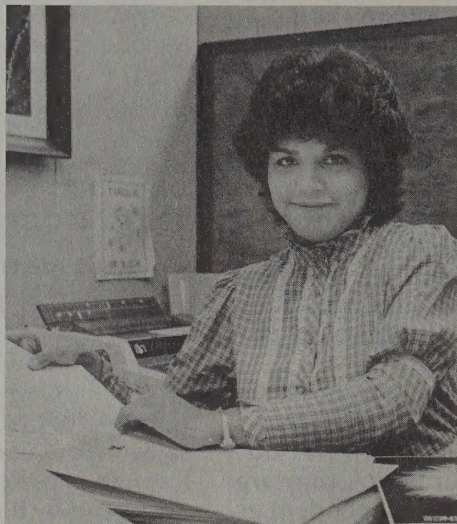
We send emergency reports, such as road closures or restrictions for mobile home travel. Using eMAIL to send messages to maintenance offices is faster and easier than sending by shuttle. The system expedites everyday office procedures.



**David Hirte, HWY
Statistical Analyst
Salem**

David Hirte

We use the system to distribute verified bid results for construction contracts to offices throughout the division. EMAIL is a much better method than the teletype for this purpose. It is also very helpful for sending urgent letters—it speeds communication greatly.



**Lupe Rodriguez, Parks
Clerical Specialist
Salem**

Lupe Rodriguez

Yes. We receive information that's of interest to the people in our office. It's a great way of sending and receiving messages, and reduces the time otherwise spent waiting for mail. I expect that our region offices, which will receive their microcomputers soon, will also find eMAIL very useful.

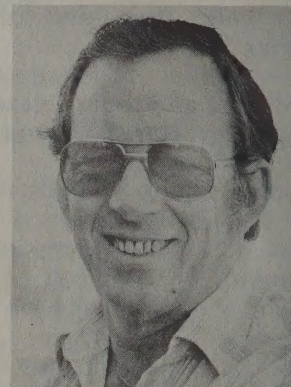


**Mike Eden, HWY
District Office Manager
Ontario**

Mike Eden

Our office uses eMAIL extensively. It has many more capabilities than the teletype system had. Thanks to Karen Lantz, our eMAIL expert, we have been using it to send our weekly supervisor's report. We also made formats for our fuel and mileage reports. With the help of Information Center personnel we have been able to utilize eMAIL effectively. (NOTE: Mike sent this reply by eMAIL.)

**Ron Busey, HWY
Project Manager
Medford**



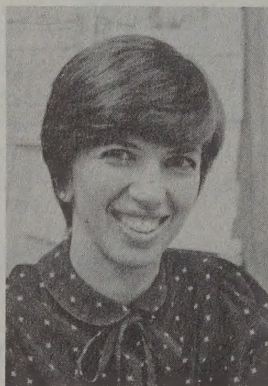
Ron Busey

We have only had a working terminal for about two weeks, but I can see many potential uses. It will save time and effort when sending messages to several people at once—for example, when we're announcing training.



**Ernie Strawn,
HWY
District
Office
Manager
Medford**

**Leslie Tuel, DMV
Systems
Coordinator
Salem**



Ernie Strawn

We send four or five eMAIL messages daily and also receive several. It's helpful to confirm storeroom order invoices with the storeroom in Salem. For letter-type messages, it's much faster; the U.S. mail can take two or three days. I think it will become a good tool as more offices use it.

Leslie Tuel

We are pleased with the success we have had using eMAIL. Messages are sent daily to the division to transmit hearing results that can be posted to driver records right away. In the past, this was done by frequent phone calls that tied up staff members at both offices.



**Chuck Elroy, HWY
Project Manager
Newport**

Chuck Elroy

In a field construction office, such as ours, timely communications are very important. Therefore, eMAIL has its good points. We monitor the system on a regular basis so we can keep up on new issues. Our biggest problem is sending messages to field offices that do not monitor their eMAIL routinely.

**Karen Barnum, HWY
Secretary
Bend**



Karen Barnum

Any lengthy work or work that comes up repeatedly is on file and can be edited and sent. It is more dependable and faster than relying on the postal system. I hope when all the bugs are out we will have less down time.



**Joann Plemons, AERO
Fiscal Manager
Salem**

Joann Plemons

Currently, most of our eMAIL use is for receiving information, and I think the Public Affairs Office is doing a tremendous job in sending up-to-date information to the divisions through eMAIL.